

## **PERMIT ATTACHMENT H CONTINGENCY PLAN**

### **Introduction**

This contingency plan is designed to minimize hazards from fires, explosions or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil or surface water at, and around Rinchem Company, Inc.'s (**RCI**) Container Storage Facility (**the Facility**). The provisions of the plan shall be carried out immediately whenever there is a threat to human health or the environment.

### **Distribution and Amendment of the Plan**

The most current version of the contingency plan shall be maintained at the Facility and copies shall be distributed to:

1. Bernalillo County Sheriff's Department
2. Bernalillo County Fire Department
3. State Emergency Response Team
4. St. Joseph's Northeast Heights General Hospital

This plan shall be subject to review and amendment if any of the following occurs:

1. The plan fails in an emergency;
2. The Facility's permit is revised;
3. Changes in the Facility increase the potential for fires, explosions, or releases of hazardous waste or alter the response necessary in an emergency. The list of emergency coordinators changes; or
4. The list of emergency equipment changes.

### **Arrangements with Local Authorities**

Appropriate local authorities have toured the Facility and are familiar with the Facility layout, possible evacuation routes, the general operations of the Facility and the properties and hazards of the waste handled at the Facility. In case of an emergency at RCI such as a fire or hazardous material disaster, RCI has already made an agreement with local authorities designating primary emergency authority. The Senior Operating Fire Department personnel shall assume command of the field Incident Commander and provide direct assistance, planning and information control to the scene. The City of Albuquerque and Bernalillo County Fire Departments shall coordinate joint use of all fire protection services.

Arrangements shall be made with St. Joseph's Northeast Hospital to familiarize them with the properties of the hazardous waste handled at the Facility and the types of injuries or illnesses which could result from fires, explosions or releases at the Facility. Employees of RCI shall be registered with the hospital to provide for immediate admittance without pre-registration delay. If an RCI employee needs to be treated, the hospital and the ambulance service, if any is being used, shall be informed ahead of time, as much as possible, of the employee's name, the nature of the injury and any contamination involved.

### **Emergency Coordinator**

The Emergency Coordinator (EC) and appointed alternates at the Facility shall be thoroughly familiar with all aspects of the contingency plan, all operations and activities at the Facility, the location and characteristics of the wastes handled, the location of all records within the Facility and the Facility layout. The EC and the alternates shall also have the authority to commit the resources needed to carry out this contingency plan.

The EC or one of his alternates shall always be on the premises or on-call and available to respond to an emergency by reaching the Facility within a short time. In the event all of them are out of reach on the same day, a surrogate shall be designated for that period of absence. Table H-1 shows the EC and his alternates in descending order of priority.

A dated revised copy of Table H-1 shall be supplied to the New Mexico Environmental Department Hazardous Waste Bureau (HWB), on the effective date of a change to the names, addresses or phone numbers on the EC list. Any updated Table H-1 sent to the HWB shall be accompanied by a letter from Rinchem requesting replacement of the previous table in the permit. Periodic updates to Table H-1 shall be made through Permit modification.

### **TABLE H-1**

### **PERMIT ATTACHMENT H**

**RINCHEM COMPANY, INC.'S EC & ALTERNATES LIST**

<b>EMERGENCY COORDINATOR</b>	<b>Address</b>	<b>Phone Numbers</b>
<b>John Fitzsimons</b>	4716 Eric Drive NE Albuquerque, NM 87109	Home: 505-332-8625 Cell: 505 681-0864 Work: 505-998-4153
<i>1st Alternate:</i> <b>Bill Littleton</b>	3100 Jane Place NE #F208 Albuquerque, NM 87111	Home: 505-323-3653 Cell: 505-681-0866 Work: 505-998-4141
<i>2nd Alternate:</i> <b>Kenneth C. Sanchez</b>	226 La Cienega NW Albuquerque, NM 87107	Home: 505-899-9010 Cell: 505-681-0863 Work: 505-998-4151

**Facility Emergency Equipment**

Table H-2 is a list of the emergency equipment maintained at the Facility including the equipment's description/capabilities and location in the Facility. A dated revised copy of Table H-2 shall be supplied to the New Mexico Environmental Department Hazardous Waste Bureau (**HWB**), and a request for Permit modification to incorporate the updated list.

**TABLE H-2**  
**EMERGENCY EQUIPMENT LIST**

<b>EQUIPMENT</b>	<b>DESCRIPTION/ CAPABILITIES</b>	<b>LOCATION</b>
<b>FIRE CONTROL</b>		
Fire extinguishers	ABC fires	All fire extinguishers are located within 50 feet of flammable materials throughout the warehouse and on the fork lifts.
Dry pipe foam	Foam sprinkler system	Under roof of whole warehouse
Sprinkler	Double fireman's hookup	Warehouse rooms for extra foam injection if necessary
<b>PERSONAL PROTECTION</b>		
Protective eyeglasses or goggles	Protect eyes from splashes	Office for visitors, employees keep own glasses
Face shields	Protect eyes and face	In metal storage cabinet in warehouse
SCBA's	30-minute air supply	Within 100 ft of outside boundary of warehouse

<b>EQUIPMENT</b>	<b>DESCRIPTION/ CAPABILITIES</b>	<b>LOCATION</b>
Aprons, chemical resistant	Protect skin and clothing	In metal storage cabinet in warehouse
Gloves, assorted chemical and physical damage resistant	Protect skin from splashes and free liquids	Part of Hazmat spill cart inventory located within the warehouse
Protective coveralls	Protect skin and clothing from hazardous waste	Part of the Hazmat spill cart inventory located within the warehouse
Boot shields	Protect skin from splashes and free liquids	Part of the Hazmat spill cart inventory located within the warehouse
<b>SPILL CONTROL</b>		
Absorbent	Spill containment	Part of the Hazmat spill cart inventory located within the warehouse
Forklift	Moving/loading containers and heavy equipment	Warehouse area
Salvage drums	Overpacking of damaged drums	South side of the warehouse and on the dock area
Plastic (polyethylene)	Containment of hazardous spills	Part of the Hazmat spill cart inventory located within the warehouse
Shovels	Used in cleaning up debris	Part of the Hazmat spill cart inventory located within the warehouse
Broom	Used in cleaning up debris	Part of the Hazmat spill cart inventory located within the warehouse
Duct tape	Used for temporary plugging of leaks	Part of the Hazmat spill cart inventory located within the warehouse
Container plug kit	Used for temporary plugging of leaks	Part of the Hazmat spill cart inventory located within the warehouse

<b>EQUIPMENT</b>	<b>DESCRIPTION/ CAPABILITIES</b>	<b>LOCATION</b>
<b>EMERGENCY DECONTAMINATION AND FIRST AID</b>		
Emergency shower/eyewash stations	Decontamination of skin, eyes, and/or clothing	There is 1 shower/eyewash in every room throughout the warehouse
First Aid station	First aid medical supplies	Located within the office
<b>EMERGENCY COMMUNICATION AND ALARM SYSTEMS</b>		
Pull stations	Sounds the alarm and is connected to outside monitoring system	Office, dock
Intercom	To communicate with personnel during an emergency	Accessible from all phones. Can be heard throughout the warehouse and office.
Alarm siren	To alert personnel of an emergency	Can be heard throughout warehouse

### **Evacuation Plan**

The EC, or his alternate, is the only person authorized to call for complete evacuation of the site in response to an emergency situation which threatens the health and safety of the Facility personnel. He takes this action based on his analysis of the emergency situation.

The following actions shall be taken when the EC orders a site evacuation:

The EC shall pull the alarm and announce the evacuation over the intercom or by shouting.

- 1) Each individual shall determine which route he or she will take depending on the location of the incident and his or her location at the time the alarm is sounded. The evacuation routes are shown on Figure H-1.
- 2) All personnel and visitors shall quickly leave the Facility in a safe manner. Customer service or administrative employees shall direct visitors off-site.  
Personnel shall re-group at the intersection of the road easement and Edith Boulevard, east of the Facility.
- 3) A person designated by the EC shall initiate a head count of all the people at the regroup area. This information shall be given to the EC.

#### **Notification of Situations Which Could Threaten Human Health or the Environment Outside the Facility**

If the Facility has had a release, fire or explosion which could threaten human health or the environment outside the Facility, the EC shall immediately inform the appropriate local authorities if his assessment indicates that evacuation of local areas may be advisable. He shall also be available to help appropriate officials decide whether the local areas should be evacuated.

The EC shall immediately inform either the government official designated as the on-scene coordinator for Rinchem's geographical area or the National Response Center if the Facility has had a release of a reportable quantity, fire or explosion which could threaten human health or the environment outside the Facility. The report shall include:

1. Name and telephone number of reporter;
2. Name and address of the Facility;
3. Time and type of incident;
4. Name and quantity of material(s) involved, to the extent known;
5. The extent of injuries, if any; and
6. The possible hazards to human health or the environment outside the Facility.





## **Emergency Procedures**

One of the first tasks performed by the EC in an actual or imminent emergency situation is to inform Facility personnel and to activate the evacuation plan if he deems it necessary. The EC shall also inform State or local agencies who have designated response roles if their help is needed.

Whenever there is a fire, explosion or release, the EC shall identify the extent of any released materials as well as the character, source and amount. The determination shall be made by observation, information gathered by other Facility personnel, review of Facility records or manifests and, if necessary, by chemical analysis.

The EC shall also assess the situation for possible hazards to human health and the environment that may result from a fire, explosion or release. Both direct and indirect effects such as a release of fumes, release of residues from fire-fighting activities, heat-induced explosions and contamination of soil or surface water shall be considered.

## **Prevention of Recurrence or Spreading of an Incident**

During an emergency, the EC shall take reasonable measures necessary to ensure that a release, fire, or explosion does not occur, recur or spread to other hazardous waste at the Facility. Procedures that shall be carried out, when necessary, shall include:

1. Stopping processes or operations;
2. Collecting and containing released wastes;
3. Isolating or removing containers;
4. Inspecting for any leaks or cracks in containers; and
5. Ventilation of the building.

## **Post-Emergency Procedures**

Once the emergency situation is under control, the EC shall initiate activities to store and prepare for treatment/disposal of the recovered waste, contaminated soil or surface water or any other material that results from a release, fire or explosion.

The EC shall ensure that no waste which may be incompatible with the released material is treated, stored, or disposed of until cleanup procedures are completed in the affected area(s) of the Facility. He shall also ensure that all emergency equipment is cleaned, examined for fitness of reuse and readied for future use. When a release of a reportable quantity has occurred, the owner or operator shall inform the Regional Administrator and NMED/State and local authorities that the Facility has completed the above tasks before operations are resumed in the affected area(s) of the Facility.

## **Recording of an Incident**

It shall be noted in the operating record the time, date, and details of any incident that requires implementing the contingency plan. Within 15 calendar days after the incident, a written report on the incident shall be submitted to the Secretary, NMED. The report shall include the following:

1. Name, address and telephone number of the owner or operator;
2. Name, address and telephone number of the Facility;
3. Date, time and type of incident (e.g., release, fire);
4. Name and quantity of material(s) involved;
5. The extent of injuries, if any;
6. An assessment of actual or potential hazards to human health or the environment, where this is applicable; and
7. The estimated quantity and disposition of recovered material that resulted from the incident.